



JOHN ELIAS BALDACCI  
GOVERNOR

STATE OF MAINE  
DEPARTMENT OF PUBLIC SAFETY  
MAINE EMERGENCY MEDICAL SERVICES  
152 STATE HOUSE STATION  
AUGUSTA, MAINE  
04333



MICHAEL P. CANTARA  
COMMISSIONER

JAY BRADSHAW  
DIRECTOR

BOARD OF EMS MEETING  
JUNE 22, 2005  
9:30 AM  
MAINE EMS CONFERENCE ROOM

MINUTES

Board Members: Steve Leach (chair), Wayne Werts (chair-elect), Bob Ashby, Oden Cassidy, Richard Doughty, Bill Dunwoody, Sue Dupler, James Farrell, Kevin Kendall, Paul Knowlton, Jim McKenney, Steve Diaz (ex-officio)

Regional Coordinators: Joanne LeBrun, Rick Petrie, Bill Zito

Staff: Jay Bradshaw, Dwight Corning, Dawn Kinney, Drexell White, and Laura Yustak Smith, AAG

Guest: Mikaela Sturrock (AAG Intern)

1. Introductions.
2. Approval of June 1, 2005, meeting minutes.

**MOTION: To approved the minutes of the March 2, 2005, meeting as distributed. (Kendall; second by Ashby) Unanimous.**

1) Executive Session: Personnel

**MOTION: To enter executive session for the purposes of discussing personnel performance and evaluation, and legal counsel. (1 MRSA § 405(6)(A) and (6)(E)). (Dunwoody; second by Farrell) Unanimous.**

Executive session began 9:45  
Executive session ended 10:15

Steve Leach reported that the Board reviewed a letter drafted by the evaluation committee regarding the performance of the EMS Director.

**MOTION: To accept the letter regarding the performance of the EMS Director as amended. (Farrell; second by McKenney). Unanimous.**

## 2) Old Business

- a) EMS Assessment Report. Jay reported that all of the work groups have met and established their respective meeting schedules. The MEMS web site will be updated to include a page with information about the work groups, the membership of each, and meeting minutes.

## 3) New Business

- a) FY 05 Budget Update. Jay reported the details of the budget that was passed by the Legislature and the impact of the cuts on MEMS. MEMS has been working with the regional offices to negotiate contract terms in light of the funding reductions. One of the areas under active discussion is developing an alternative to the current method of evaluating practical skills for new licensees. An option being considered is having the state evaluation conducted in coordination with the licensure course, rather than at a separate state practical exam. Following discussion, the following motion was made:

**MOTION: To direct the Maine EMS staff, Education, and Exam Committees to convene for the purpose of developing a model that will incorporate a practical skills evaluation mechanism into training courses, and to report back to the Board at its September 2005 meeting. (Werts; second by Doughty). Unanimous.**

Discussion continued on the matter of regional contracts until it was noted that there was no longer a quorum; however, the Board agreed that in the past it has delegated the responsibility for contracting to staff and directed that staff continue to work with the regional offices on contract terms for FY06.

- b) Regional Council Review Committee – in the absence of several members, at the request of Steve Leach, this item will be carried over to the next meeting agenda.
- c) Other – Jay distributed information from Tire Warehouse about an offer to provide free nitrogen for police, fire, and EMS vehicles. The information provided indicates that nitrogen has several advantages to using compressed air. This is informational only and not intended as an endorsement of the product or of the company itself.
- d) MEMS
  - i) Staff changes
    - (1) Karen Cutler has been hired as the new licensing assistant. Karen transferred to EMS from the DPS accounting division.
    - (2) John Bastin submitted his resignation as EMS Preparedness Coordinator. MEMS has submitted a request to fill this vacancy with a modification such that this position will also become the MEMS data coordinator. Funding for this position is provided by an agreement with MEMA and the Bureau of Health, Office of Public Health Emergency Preparedness.

## 4) Other

- a) Next meetings tentatively scheduled for July 13 @ 12:00, and August 3 @ 9:30.

Meeting adjourned at 12:05 PM.